

**State Enhanced 9-1-1
Advisory Committee
Meeting Minutes
January 16, 2003**

Members Present:

Chair, Chris Fischer, *Association of Public-Safety Communications Officials (APCO)*
Mike Akin, *Association of Washington Cities - West*
Dan Aycock, *Member at Large*
Rebecca Beaton, *Washington Utilities and Transportation Commission (WUTC)*
JoAnn Boggs, *Small Rural Counties - East*
Bob Connell, *Verizon*
Dave Cowardin, *Washington State Association of Fire Chiefs*
Patty Danner, *Large Urban Counties - East*
Marlys Davis, *King County*
Bill Graedel, *Washington State Association of Counties - East*
Larry Borrell, *Washington State Patrol*
Dan LaRoche, *Washington Association of Sheriffs and Police Chiefs*
Jeanne Massingham, *Washington State Emergency Management Association (WSEMA)*
Lynn Mell, *T-Mobile USA*
Jim Potts, *Fire Protection Policy Board*
Jim Quackenbush, *National Emergency Number Association (NENA)*
Markus Volke, *Qwest*
Marj Williams, *Large Urban Counties – West*
Naomi Wu, *Small Rural Counties - West*

Alternate Members Present:

Jerry Newcomer, *Washington State Ambulance Association*
Patti VonBargen, *Association of Washington Cities - East*

Guests Present:

Lisa Heinrich (*Columbia*), Deanna Wells (*Cowlitz*), Barb Young (*Sprint*), Tim Goss (*Clark*), Richard Kirton (*Kitsap*), Ben Keller (*Garfield*), Pam Boad (*Mason*), Jerry Foree (*Qwest 911*), Rosemari Ogden (*Qwest*), Doug Barger (*Adams*), Tom Ford (*Verizon Communications*), Maureen Napolitano (*Verizon*), Diane Harrington (*Verizon*), Laurie Gardner (*Verizon*), John Bergstrom (*Verizon*), and Kathy Cerrati (*Verizon*).

County Coordinators Present:

Kellie Ottmar (*Adams*), Bonnie Albertsen (*Asotin*), Lorlee Mizell (*Benton*), Eileen Ervin (*Chelan*), **Naomi Wu** (*Clallam*), Cindy Barnd (*Cowlitz*), Rose Parr (*Ferry*), Virginia Boyd (*Garfield*), Peggy Fouts (*Grays Harbor*), Tom Shaughnessy (*Island*), **Marlys Davis** (*King*), **Steve Reinke** (*Kittitas*), Cathy Bevans (*Klickitat*), Lanette Scapillato (*Lewis*), **Mike Akin** (*Mason*), Kim Scott (*Okanogan*), Stephanie Fritts (*Pacific*),

JoAnn Boggs (*Pend Oreille*), Deb Welsh (*Skagit*), **Marj Williams** (*Snohomish*), Debby McCanna (*Stevens*), **Jim Quackenbush** (*Thurston*), Dan Bardsley (*Wahkiakum*), Sandra Saffell (*Walla Walla*), **Patti VonBergen** (*Whitman*), and **Wayne Wantland** (*Yakima*).

State Office Staff Present:

Bob Oenning, Kurt Hardin, Dave Irwin, Catherine Bartholomew, Teresa Lewis and Dave Griffith

Welcome and Introductions:

Chris Fischer called the meeting to order at 9:35 am. Members and guests introduced themselves.

Presentation: Chris Fischer presented Dan LaRoche a plaque for his time and dedicated service as an active member on the Enhanced 911 Advisory Committee. Sheriff LaRoche has accepted new duties with WASPC, which will not permit him to devote time to the Advisory Committee. Dan wanted to recognize the State Office for all of their hard work and acknowledge everything they have done for the state. Dan thanked the entire Advisory Board for all of their dedication.

Review and Approval of the Minutes (December 19, 2002): *Bill Graedel motioned to approve the minutes from the December 19, 2002 meeting as written. Jim Quackenbush seconded the motion. The motion carried.*

Old Business:

Bob Oenning presented the recommended changes to the By-Laws [**ENCL 1**] from the December meeting.

Marj Williams motioned to approve the By-Laws as presented for discussion. Naomi Wu seconded the motion. Discussion ensued. Bill Graedel suggested that on page 5 Section 6, under Executive Session, that the sentence ‘*The Chairperson will report back to the attendees as to the general nature of the executive session*’ be added at the end of the paragraph. Naomi Wu recommended a change on page 2, Section 2, under Other Membership to change the population amount from 75,000 to 100,000 on #24-27. Discussion ensued regarding this issue. Jim Potts stated that there has been a change in the definition regarding Rural and Urban in the legislation. The state is now using population per square mile. There was a decision to do some research on this proposed change and get back to the Advisory Committee at the next meeting on what the impact would be if the population amounts changed. Marj Williams recommended deleting the word *small* and *large* before the words Urban and Rural on #24-27. Kurt Hardin stated that on page 2, section 1, under Statutory Membership, #17, to delete the word *West*. Marj Williams added, that if Verizon is identified as a *LEC* then Qwest needs to be identified as a *LEC* also. Jim Potts recommended that on page 2, section 1, under Statutory Membership, #8 the word *Protection* should be added after the word *Fire*. Kurt Hardin recommended on page 6, section 4, under Responsibilities of Chairperson, second sentence, to remove the word *to* after *submitted* and replaced with the word *by* and add the phrase ‘*the subcommittee chairperson*’ after the word *and*. Marlys Davis recommended that the letter ‘*D*’ be added to the word *Enhanced* in the title. The State Office will make the changes recommended and then send out to the Advisory Committee members 25 days before the next meeting.

Advisory Committee Chair and Vice Chair – Bob Oenning stated that according to the by-laws the election of these position must take place on the first calendar meeting of the new year. **Bill Graedel motioned to affirm the vote taken at the last meeting for the election of this year’s Chair and Vice Chair. Marlys Davis seconded the motion. The motion passed.**

Verizon Presentation:

Diane Harrington of Verizon introduced Maureen Napolitano, Director of E911 Wireless Implementation for Verizon, and Kathy Cerrati and Tom Ford both managers of Verizon in the Wireless Implementation for Verizon. Kathy Cerrati gave a presentation on Wireless E911 Phase I & Phase II Overview [ENCL 2].

SUBCOMMITTEE REPORTS:

Wireless – Marlys Davis

Dave Griffith discussed recent FCC actions. Sprint has asked the FCC for a six-month extension on the rollout of their location capable handsets. They have an excess of handsets that do not have this feature, and they would like to get rid of those first. There was a petition for relief from QuickCall that was granted by the FCC. The FCC has issued a Notice of Proposed Rulemaking (NPRM) that covers amendments to parts 2 and 25 of the FCC rules on 911. Comments are due to the FCC on February 3. Dave talked about the Issues that involve location capability for satellite phones, marine radio, telematics, and voice over the Internet when customers need emergency services. The state office will be sending comments to the FCC on this. Bob Oenning asked that if anyone has any comments they would like to add please send them to him and he would add them. Dave talked about the CLEC cost recovery. He read the FCC's position on cost recovery as it appears in paragraph 15, of the FCC's recent order (FCC 02-146) in response to the request from King County.

Marlys reported on a report from the FCC regarding cellular misdials. This issue has become a very important topic for discussion across the nation. King County is doing a study on how many wireless calls they receive that are misdials. Once that study is done, they plan on doing a major public education campaign geared towards preventing these misdials.

Phase I and Phase II Service Agreements: Marlys stated that there has been a lot of success in getting the new cost recovery and Phase II language approved. The agreements for Qwest Wireless, Rural Cellular and T-Mobile USA have been finalized and sent to the counties. AT&T Wireless and Nextel are finalized and will be sent out the counties this week. Verizon Wireless Phase I agreement has been finalized after four years of negotiations and that one will be sent out too. The Phase II language has been approved but there is still an issue regarding the rate. That leaves Cingular, Cricket, Inland, and US Cellular that still have not finalized the agreements as of this date. There was a concern expressed by the counties, due to so many versions being sent out. Marlys stated that she would put a date on them so that the counties know which one is the current version.

Kurt Hardin reported that the Wireless Legislation that was recently passed included pre-paid wireless for tax purposes. The Assistant Attorney General assigned to the Washington Military Department, in conjunction with the Department of Revenue, has agreed that the tax applies to pre-paid cellular users. There was a meeting with five of the Wireless carriers, the Department of Revenue, and representatives from the state office, on how to implement this tax. Discussion ensued regarding this issue.

Phase I order spreadsheet [ENCL 3]. Kurt Hardin asked that if there are changes to the spreadsheet to please submit those to the State Office or to Doug Gehrke. The spreadsheet is current as of January 14, 2003 and shows considerable progress.

Phase II ALI Data: Marlys reported that they have been going through the NENA Version IV to determine which elements the PSAPs always want to see on the primary ALI screen, which they

want to see on a back-up screen, and which elements they do not want to see. This exercise was done in King County, but Marlys has not had any input from any of the other counties. If you have any thoughts on this issue, please get them to her as soon as possible.

Marlys wanted to let everyone know that there has been a schedule change to the Wireless Workgroup meetings. The March meeting has been canceled and the September meeting has been moved to September 4th.

Wireless WAC Prioritization & Policy – Steve Reinke

Steve stated that there is a technical component to the WAC. The technical group, after some deliberation and research, decided to refer to the FCC's policy, procedures, and definitions.

Bill Graedel motioned to adopt the recommendation of the technical committee to refer to the FCC for certain standards as well as to keep policies, procedures and technical standards in the state office. The state office and subcommittee will review the best practices in the industry periodically. Dan Aycock seconded the motion. Motion passed.

The subcommittee developed a proposal for wireless implementation to apply only the additional 25 cents implemented on January 1, 2003, by counties towards wireless implementation costs. The State office would then provide assistance to the counties if the local 25 cents were not sufficient for the costs incurred.

The original local 25 cent 911 excise tax was passed in 1995 and designed to assist counties with the increased operational costs of wireless 911 calls. Implementing wireless Phase I and Phase II 911 in each county should not detract from the current operational considerations that are funded by the 25 cents in place prior to January 1, 2003. The AAG and the State Coordinator have not reviewed this proposal because it was first proposed at the meeting last night.

Jim Quackenbush motioned to authorize the state office to continue with this consideration and to develop guidelines and to run this by the State's Attorney General for approval. Bill Graedel seconded the motion. Discussion ensued regarding this issue. Bill Graedel called for the motion. The motion passed.

Steve stated that there has been considerable discussion over the last couple of meetings regarding CAD maintenance. There was a request by the subcommittee to move the CAD maintenance up in the priority list. Marlys Davis disagreed and stated that it should remain where it is in capitol items. Discussion ensued regarding this issue.

Naomi Wu motioned to approve the move of the CAD Maintenance to where it is on the list (2)(c)(iii) under County Basic Service Operations. Patti VonBargen seconded the motion. Marj Williams asked for clarification of this issue. Steve Reinke clarified that it is CAD Maintenance that the *Phase II only* part is to be removed from the list. Marj Williams stated that if it includes all CAD maintenance and upgrades, then Snohomish and King county would probably be eligible. It was stated that it is for only CAD maintenance. CAD maintenance was defined as the maintenance to the hardware and software upgrades. ***The motion passed, but was opposed by Marlys Davis and Patty Danner.***

Kurt Hardin gave a report on the Priority Items Wireless Implementation (WAC 118-66) Wireless Policy Subcommittee ***[ENCL 4]***. There were a couple of corrections to the pages. They are as follows: page 2, under Carrier Phase II Implementation (1)(b)(iv) add = \$0; page 2, under Wireless Operations – County Statewide Dialing Operations (2)(a)(viii) add = \$45,000; (1)(a)(v) add = \$15,000; (1)(b)(ii) add = \$45,000; (2)(a)(vii) add = \$1,000 *per position*; page 3, under County Basic Service Operations (2)(b)(vi) add = \$127,000; (2)(b)(viii) add = \$2,000 *per call*

receiver (2)(b)(ix) add = \$500; (2)(b)(x) add = \$500; under County Capital Items, (2)(c)(ii) add = 50% of \$60,000 up to \$30,000; (2)(c)(i) add = \$40,000; (2)(c)(iv) add = \$5,000; page 4, under County Statewide Dialing; (1)(a)(v) and (2)(a)(viii) need to be switched; for (2)(a)(viii) add = \$15,000 and an additional \$15,000 for wireless issues (different person) and for (1)(a)(v) add = \$45,000; add Wireline Mapping Administration = \$5,000 above (2)(a)(vii); under County Basic Service, (2)(b)(vi) add = \$127,000; on page 5, (2)(b)(viii) add = \$2,000 per post; (2)(b)(ix) add = \$500; (2)(b)(x) add = \$500; under County Capital Items, (2)(c)(ii) add = 50% of \$60,000 up to \$30,000; (2)(c)(i) add = \$40,000; (2)(c)(iv) add = \$5,000.

Bill Graedel motioned to accept the Priority Items list that the subcommittee prioritized and the changes that were added. Jim Quackenbush seconded the motion. Discussion ensued regarding the list. **Bill Graedel motioned to amend the list by removing CAD Maintenance. Jim Quackenbush seconded the motion. The motion passed.**

Kurt Hardin gave a report on behalf of Jeanne Massingham, WSEMA, regarding the WAC from the December meeting; she had to leave before having an opportunity to express her comments. Jeanne Massingham had very strong objections to including the Washington State Patrol into WAC 118.66-045. She felt that this issue was discussed several years ago when the WSP was funded for the \$400,000 for the 4-5 PSAPs around the state and that she felt that it was not in compliance with the RCW and that it will be stripped out anyway when the Attorney General or the Code Revisor's office finds it in conflict. Therefore she feels that the WSP should not be eligible for any direct assistance from the State Office and that it should go through the counties.

Training – Chris Fischer

Chris referred to the Criminal Justice Training Commission Quarterly Report for October – December 2002 (due to the interest of time) **[ENCL 5]**.

STATE OFFICE REPORTS:

Legislation:

It was decided due to time that this report would be given at the February meeting.

Financial Status:

Catherine Bartholomew reported on the State Office Financial Status **[Encl 6-10]**. She reminded counties to submit their A-19's for payment. Kurt Hardin reminded the counties that if you do not get the A-19's in then those funds may be reassigned to the counties that need it.

Kurt Hardin stated that the State office would be releasing \$235,000 from the \$600,000 Contingency Fund, to the counties with operational contracts. This fund will be for eligible items through basic service for the current fiscal year. Catherine will be working with the counties on amendments to their contracts. If you have additional trunking requirements, please get those to Catherine right away so that they can be included with the amendments.

National Issues:

It was decided due to time that this report would be given at the February meeting.

NEW Business:

There was a draft of the Wireless press release **[ENCL 11]** handed out for the review of the Advisory Committee. There are some corrections that needed to be added to the press release. Comments were asked to be sent to Penelope Cassidy at the state office.

Steve Reinke made a motion that all special feature presentations provide a timeline of the presentation and materials so that the Chair of the Advisory Committee can review and approve it before it is added to the agenda. Chris Fischer seconded the motion. The motion passed.

The next meeting will be held THURSDAY, FEBRUARY 20, 2002 at THE RADISSON SEATAC HOTEL.

ACTION ITEMS:

Bill Graedel motioned to approve the minutes from the December 19, 2002 meeting as written. Jim Quackenbush seconded the motion. The motion carried.

Marj Williams motioned to approve the By-Laws as presented for discussion. Naomi Wu seconded the motion.

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